

# Flathead County

# Planning & Zoning

1035 1<sup>st</sup> Ave W, Kalispell, MT 59901 Telephone 406.751.8200 Fax 406.751.8210

### **APPLICATION FOR A VARIANCE**

Submit this application, all required information, and appropriate fee (see current fee schedule) to the Planning & Zoning office at the address listed above.

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Before completing this application please read instructions on page 4.

APPLICANT:				
Name:				
Address:		Phon	ne:	
City/State/Zip:				
Email:				
INTEREST IN PRO	PERTY:			
OWNER: (If different	from above)			
Name:				
Address:		Phor	ne:	
City/State/Zip:				
TECHNICAL/PRO	FESSIONAL ASSIS	STANCE: (If applicable)		
Name:				
		Phor	ne:	
City/State/Zip:				
Email:				
LOCATION OF PRO	OPERTY FOR WH	ICH VARIANCE IS SO	OUGHT:	
Physical Address: _				
ZONING DISTRICT	r:	ZONING DESIG	NATION:	
DATE PROPERTY	ACQUIRED:			
LEGAL DESCRIPT	ION:			
Subdivision (if applied	cable)	Lot/Tract(s)	·	
Assessor #	Section	Township	Range	

	S IS A REQUE: THE REGULAT	<b>IONS</b> (check one below):	
	L	Yard	Height
Cove	erage	Parking	Other
	LAIN HOW YO	UR CASE CONFORMS	TO EACH OF THE FOLLOWING
DESC			
	,	be complete, use additiona	l sheet if necessary):
A.	Strict complia	ance with the provisions	l sheet if necessary): s of these regulations will limit t deprive the applicant of rights en
	Strict complia	ance with the provisions se of the property, and o	l sheet if necessary): s of these regulations will limit t deprive the applicant of rights en
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	Strict complia	ance with the provisions se of the property, and o	l sheet if necessary): s of these regulations will limit t deprive the applicant of rights en
	Strict compliance reasonable us by other properties.  The hardship	ance with the provisions se of the property, and o perties similarly situated	I sheet if necessary): s of these regulations will limit the deprive the applicant of rights end in the same district.  shape, topography, or other
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D.	The hardship was not created by the applicant.
E.	The hardship is not economic (where a reasonable or viable alternative exists).
F.	Granting the variance will not adversely affect the neighboring properties or the public.
G.	The variance requested is the minimum variance, which will alleviate the hardship.
Н.	Granting the variance will not confer a special privilege that is denied other similar properties in the same district.

12. ATTACH A PLOT PLAN OR DRAWING.

I hereby certify under penalty of perjury and the laws of the State of Montana that the
information submitted herein, on all other submitted forms, documents, plans or any other
information submitted as part of this application, to be true, complete, and accurate to the best of
my knowledge. Should any information or representation submitted in connection with this
application be incorrect or untrue, I understand that any approval based thereon may be
rescinded or other appropriate action taken. The signing of this application signifies approval for
FCPZ staff to be present on the property for routine monitoring and inspection during the
approval and development process.

#### INSTRUCTIONS FOR VARIANCE APPLICATION

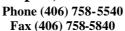
Date

- 1. <u>ANSWER ALL QUESTIONS</u>. Answers should be clear and contain all the necessary information.
- 2. In answering Question 7, refer to the classification system in the Zoning Regulations and explain in detail the specific standards from which the applicant is seeking relief.
- 3. In answering Question 9, be specific and complete. In this and all other questions, if additional space is needed you may use additional paper, and list which section number you are continuing.
- 4. Answer Question 10, A-H completely and fully.

Applicant Signature

- 5. A copy of the plot plan or site plan must be submitted with each application (*Please include 6 copies if you submit a size larger than 11x17*).
- 6. A **Certified** Adjoining Property Owners List must be submitted with the application (see forms below). The list will be sent directly to the Planning & Zoning office, unless you request otherwise. This list is valid for a period of 6 months from date generated. You may also get a certified adjoining landowners list from a title company if you choose.
- 7. A fee per the FCPZ schedule of fees for a variance application must be submitted with this application to cover the cost of necessary investigation, publication, mailing and processing procedures.

# Flathead County GIS 800 South Main Street Kalispell, MT 59901





May 13, 2008

To: Whom it may concern

From: Mindy Cochran, GIS Program Manager

Subject: Adjacent Property Ownership List

To obtain a certified list of property ownership, please have the appropriate agency fill out the attached form and submit it to the Flathead County GIS Department at 800 South Main Street, located on the third floor of the old Courthouse.

The search fee is \$75.00 and is due at the time of request to the GIS Department. Please make checks payable to Flathead County. Your certified list will be ready one week from the date ordered. Rush orders will be accepted at the rate of \$150.00 per list.

For orders requested by the Flathead County Planning and Zoning Department, the completed list will be sent directly to the Planning Office. Otherwise, customers may pick up the certified list in the GIS Department.

Please note that the Planning Offices also accept ownership lists searched and certified by a local title company.

### ADJACENT OWNERSHIP LIST REQUEST FORM

TO BE FILLED OUT BY THE PLANNING OFFICE, SURVEYOR OR ENGINEER

*	SUBJECT PROPERTY OWNER	
*	SUBJECT PROPERTY ASSESSOR #	
*	SUBJECT PROPERTY LEGAL DESCRIPTION	
*	SEC-TOWNSHIP-RANGE	
*	BUFFER FOOTAGE	
*	CONTACT PERSON	
*	PHONE #	
	BILLING ADDRESS	
*	TODAYS DATE	
	PICKUP DATE	
	SUBCODE	
*	PLANNER, SURVEYOR OR ENGINEER	

Fields marked with an \* are required. Incomplete forms will not be accepted. Allow 1 week from receipt by GIS office.

Order forms can be submitted in the GIS office, by fax, or email.

Fax number: 406-758-5840

Email address: gis\_ownership@flathead.mt.gov

Certified Ownership List - (Includes Paper Copy and Vicinity Map)
Certified Ownership List - Rush order - 24 to 48 hours

\$75.00 \$150.00